

DIAMOND DAZE VENDOR RULES AND AGREEMENT

1. Load in will begin at 8:00 AM Friday, May 1st. The festival will run Friday and Saturday. Music is scheduled for both nights.
2. Please enter off of Wheeler Ave, then west on Chickasaw for load in. There will be volunteers to help you find your location. We will post vendor assignments on our FB Thursday, 4/30.
3. There is no water or electricity provided as we are in downtown Sallisaw. Please bring your own water and a generator for your electrical needs.
4. We are hoping to have Wifi available in the downtown area. More info will be available closer to the festival date.
5. Vehicles are allowed in the vending area for set up only. Please make sure you move your vehicle to designated parking areas as soon as possible to ease congestion. If you need more supplies during the day you will be required to walk them in from vendor parking.
6. If you are a food vendor, please make sure you have your trailers etc. up to health department code and your permits are in order. The health department inspector may show up during the event. His contact information is on the vendor application if you have additional questions. Only commercial food trailers will be allowed.
7. A fully completed vendor application, and corresponding fee must be in the vendor coordinators hand before approval is given and space is reserved.
8. Vendor space and location is allotted at the vendor coordinator's discretion. Our event strives to present a variety of quality products and services to its patrons and as such reserves the right to assign space in a manner that, in its opinion, distributes those products and services throughout the grounds without overloading any one area with similar products.
9. Merchandise of questionable taste may not be allowed. This will be determined by the vendor coordinator and/or festival committee.
10. Bringing pets is discouraged, especially if you are a food vendor. Service animals are allowed and must be designated as such.
11. Each vendor must collect and pay state and local sales taxes, including non-profits. Oklahoma state law requires that you provide us with your Oklahoma state tax #, your EIN #, or your social security #. The only exception is if your booth is only distributing information and you are not selling anything. A list of vendors is sent to the Oklahoma tax commission prior to the festival. Sales tax rate here is 9.917%.
12. The local police department will be on patrol Friday evening. Any valuables left in your booth are your responsibility. Most arts and craft vendors pack up what they are concerned about.
13. Vending booths are 10 X 10. Please note on your application if additional space is needed. Please account for awnings and trailer tongues. If you have a large trailer it is advisable to load in Friday morning before all the spaces are filled so you have room to maneuver.